



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-3000

**Frequently Asked Questions about HUD Form 50900:
Elements for the Annual MTW Plan and Annual MTW Report
December 8, 2021**

Background

This document contains a listing of the updates to HUD Form 50900: Elements for the Annual MTW Plan and Annual MTW Report, issued on May 6, 2021 and expiring on March 31, 2024. The contents of this Frequently Asked Questions (FAQ) document will be updated periodically, as questions arise that can be addressed by HUD. Additional questions and answers will be added sequentially under the headings for each section of the Form as they become available. The footer will be updated to denote the updated version number and revision date. If you are an MTW Agency utilizing this form for program reporting purposes, please check back frequently for updates.

The full PDF of Form 50900 can be found on the HUD website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/mtw/50900.

If you have a question about Form 50900 that is not yet addressed in this document, please direct your question via email to: mtw-info@hud.gov.

Transition to the revised Form 50900 (expiration 03/31/2024)

MTW PHAs undertake planning and reporting processes well before MTW Plan/Report due dates. To that end, the following guidelines are in place to ease the transition to this revised version of the Form 50900:

- PHAs will not be required to submit any MTW Plans/Reports due *within* 120 days of 05/06/2021, in the revised format. During this time, the PHA may elect to submit their MTW Plan/Report in the prior version of the 50900 (expiration date listed as 1/31/2021) or in the revised version of the 50900 (expiration date listed as 03/31/2024).
- Any MTW Plans/Reports due in *more* than 120 days from 05/06/2021, will be required to be in the format of the revised version of the 50900 (expiration date listed as 03/31/2024).
- Regardless of the format in which the PHA submits its MTW Plan/Report, it is not necessary to submit the additional Excel files for Sections II and V.
- If your PHA has an extenuating circumstance where you believe is not possible to adhere to this transition, please contact your MTW Coordinator.

Updates and questions to Form 50900, by Section

A. General Instructions and Section-by-Section Instructions

There were no updates and HUD has not received questions applicable to this section.

B. Section I. Introduction

There were no updates and HUD has not received questions applicable to this section.

C. Section II. General Housing Authority Operating Information

There were no substantive updates and HUD has not received questions applicable to this section.

D. Section III. Proposed MTW Activities: HUD Approval Requested

Update: MTW PHAs must include their hardship policy, as an appendix to the MTW Plan, when proposing a rent reform or term limit activity for the purposes of transparency, especially during the public review and comment period.

Sec 3.E: What is the definition of rent reform in the Moving to Work demonstration program?

MTW agencies are required to establish a reasonable rent policy that encourages employment and self-sufficiency for participating households. The 50900 states that for MTW agencies rent reform is defined as any change to how rent/tenant share is calculated for a household that would not be allowable absent the MTW activity. Any MTW activity that an MTW PHA enacts that alters the rent calculation (the amount a household contributes towards their housing costs) would be considered a type of rent reform.

Based on the initial 39 agencies' MTW innovations, the MTW office has identified the following to be MTW rent reform policies:

- Alternate Policy on the Inclusion/Exclusion of Income to Calculate Rent
- Alternate Income Reexamination Schedule
- Alternate Utility Allowance (simplification/right-size)
- Utility Reimbursements
- Stepped Rents
- Increase of Minimum Rent
- Tenant Payment as a Modified Percentage of Income
- Tiered Rent
- Change to HCV Initial Rent Burden Requirement
- Imputed Income Based Rent
- Standardized Rental Deduction
- Fixed Rents/Fixed Subsidies
- Any other alternate rent policy proposed by the agency and approved by HUD

E. Section IV. Approved MTW Activities: HUD Approval Previously Granted

There were no updates and HUD has not received questions applicable to this section.

F. Section V. Sources and Uses of Funds

Update: A new table entitled "Planned Application of PHA Unspent Operating Fund and HCV Funding" has been added to the HUD-50900 as a result of a 2018 GAO Audit. This table asks the MTW PHA to report on their unspent HAP, HAP Admin Fee, and Operating Subsidy and how the MTW PHA plans to expend their unspent funds. As a result of the 60-day public comment period required by the Paperwork Reduction Act (PRA) process, HUD included additional instructions to assist MTW PHAs in completing this table. No additional changes were made in between the 60-day and 30-day public comment periods.

G. Section VI. Administrative

There were no substantive updates and HUD has not received questions applicable to this section.

H. Certifications of Compliance

HUD has not received questions applicable to this section.

I. Standard HUD Metrics

Update: As stated on page three of the HUD Form 50900 instructions, MTW PHAs are required to track all applicable “Standard HUD Metrics” under each implicated statutory objective for each MTW activity. Also, that when proposing an MTW activity, the MTW PHA should provide the Standard Metrics it deems applicable to that activity.

J. Other General Questions

HUD has not received any additional questions.